DOCUMENT RESUME

ED 163 231 08 CE 018 903

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TITLE	Common Intra-Cluster Competencies Needed in Selected Occupational Clusters. Final Report. Supplemental Volume IV: Dental Hygienist.
INSTITUTION	Des Moines Area Community Coll., Ankeny, Iowa.
SPONS AGENCY	Bureau of Occupational and Adult Education (DHEW/OE), Washington, D.C.
BUREAU NO	409AH60116
PUB DATE	May 78
GRANT	G007603320
NOTE	45p.; Not available in hard copy due to reproducibility problems. For related documents see CE 018 899-916
EDRS PRICE	MF-$0.83 Plus Postage. HC Not Available from EDRS.
DESCRIPTORS	Cluster Grouping; *Data Analysis; *Dental Hygienists; *Health Occupations; *Job Analysis; *Job Skills; Occupational Clusters; *Task Analysis

ABSTRACT

An analysis of survey responses from a sample of dental hygienists on competency characteristics for their occupation is presented in this document. (Dental hygienist is one of seventeen occupation groups included in this research.) The competencies are reported in five categories: (1) those competencies selected by the respondents from a list of 720 health occupations competencies; (2) the percentage rate which respondents reported practicing the competency item; (3) type of competency (indicated as the performance of a physical skill or action, or an understanding or mental comprehension); (4) use frequency (daily, weekly, monthly); and (5) training needed to achieve proficiency in that competency (formal instruction, demonstration, on-the-job). (The final report of the survey is available as CE 018 899. Survey results for the other occupational groups are also available--see CE 018 900-916.) (JH)

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ED163231

Final Report

Project No. 498 AH 60116

Grant No. G007 603 320

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Common Intra-Cluster Competencies Needed in Selected Occupational Clusters

Supplemental Volume IV: Dental Hygienist

May, 1978

U.S. DEPARTMENT OF

HEALTH, EDUCATION, AND WELFARE

Office of Education

Bureau of

Occupational and Adult Education

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
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Forward

This volume contains detailed competency characteristics collected in the vocational education research project entitled "Common Intracluster Competencies Needed in Selected Occupational Clusters - Health Occupations".

The information herein summarizes the responses of one of the seventeen occupational groups included in the research. The study included 720 individual competency items, both skills and understandings, which were presented to a sample of health occupation employees in Iowa and/or the central states area.

The data included in this volume summarizes the responses by those surveyed in the occupation listed on the cover.

Description of the Data

Essentially five competency characteristics are presented on the pages that follow. The total number of respondents to the survey is indicated following the table heading in the format N=__. Those characteristics include:

1. Competencies reported by respondents -

   The first column is a list of the competencies reported by respondents. Each competency carries the item number from the comprehensive listing utilized in the research process and as presented in the main report. Competencies not reported by respondents were not included to preserve space.

2. Practice rate -

The second column presents the percentage rate which respondents reported practicing the competency item. Practice rates of fifteen percent or less are indicated by an asterisk (*) and lack additional characteristic percentage computations because of their small cell size.

The remaining three competency characteristics represent responses of those who indicated that they practiced the competency.

3. Type of competency -

Columns three and four indicate the percentage of the type of competency which respondents indicated characterized the nature of their activity. An "S" indicates the performance of a physical skill or physical action, while a "U" reflects that an understanding or mental comprehension only was needed for the competency. (See the Glossary in the main report for working definitions of skill and understanding).

4. Use frequency -

Distribution of the percentage of frequency which competencies were practiced, for those who reported possession of them, is presented in columns five, six, and seven. "D" in column five represents a competency exercised daily, "W" in column six represents a weekly frequency, while "M" in column seven reflects monthly or less frequent practice.

5. Training needed -

The final three columns summarize the percentage distribution of the nature of training which respondents felt was necessary to achieve proficiency in the competency. The "I" in column eight represents formal instruction, such as would be presented in an academic setting. A "D" (column nine) indicates that a demonstration of how to perform the competency is all that is needed to achieve proficiency, while "E" in column ten indicates that on-the-job exposure is adequate for developing the competency.

Rounded, whole-number percent figures were used in the preparation of this report, since the findings were considered to represent trends more than finite characteristics. Multiple column computations were forced to total 100 percent by the rounding process except for those items where equal numbers in each of three columns were reported. In those cases the total of 99 percent reflects all responses reported.

Using the Data

Possible uses and applications of the data are presented in the main body of the research report. The material presented in this supplementary volume will be of most value to those concerned solely with the occupational field which is treated herein.

Competency Characteristics Reported by DENTAL HYGIENE (by percent) N=68

Competency	Practice Rate	Type		Use Frequency			Training Needed		
		S	U	D	W	M	I	D	E
1. Seek guidance to improve performance in patient care.	100	31	69	31	28	41	32	26	42
2. Participate in/conduct demonstrations of procedures and equipment (in-service).	49	88	12	19	19	62	59	29	12
3. Orient new personnel to unit facilities, routines, and other personnel.	69	65	35	10	15	75	10	45	45
4. Advise health professionals on the technicalities and procedures involved in operating special equipment.	26	67	33	0	11	89	56	44	0
5. Practice established routines and policies of the health care facility.	97	64	36	86	7	7	24	32	44
6. Supervise subordinates within the health care facility.	23	50	50	50	12	38	38	38	24
7. Give "on the job" instruction.	62	89	11	44	0	56	33	33	33
8. Advise staff concerning medical jurisprudence.	23	50	50	0	13	87	75	25	0
9. Develop criteria for the selection of records for review and retention.	31	44	56	0	11	89	11	22	67
10. Establish work priorities and schedule work assignments.	20	29	71	57	14	29	14	14	72

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
11.	Identify operational deficiencies and recommend corrections.	59	29	71	18	18	64	11	26	63
13.	Develop job description.	38	36	64	0	8	92	33	17	50
14.	Consult with health professionals on purchasing/ constructing/using special appliances.	34	33	67	0	17	83	42	16	42
16.	Maintain standards of employees' personal hygiene as related to job performance.	29	60	40	70	0	30	10	40	50
18.	Attend and participate in staff meetings.	49	47	53	6	31	63	6	12	82
19.	Develop policies and establish departmental procedures.	41	25	75	8	17	75	42	0	58
20.	Inform personnel of new or changed policies and procedures.	23	38	62	0	13	87	13	37	50
21.	Provide liaison between doctor and other professional associates.	31	11	89	11	33	56	22	11	67
23.	Coordinate work schedules with other departments.	28	38	62	24	38	38	13	13	74
24.	Teach special procedures to department members/ students/health care professionals.	31	73	27	27	8	65	73	18	9
25.	Teach safety techniques as needed.	28	62	38	25	0	75	37	0	63

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
27.	Inform personnel of potential hazards in their working areas.	21	67	33	0	0	100	33	0	67
28.	Demonstrate tact in giving and withholding information concerning patient care/operations of the health care facility.	37	54	46	77	8	15	31	15	54
29.	Represent the department and facility at community meetings.	38	27	73	0	20	80	30	20	50
30.	Attend meetings and participate in community activities related to doctor's practice.	49	59	41	0	0	100	24	18	58
31.	Arrange meetings, conferences/travel accomodations.	21	50	50	0	17	83	50	0	50
32.	Assist in the orientation of volunteers, students and new staff.	46	75	25	0	0	100	13	37	50
34.	Train volunteers in specific techniques.	20	57	43	29	0	71	57	29	14
35.	Participate in public relation activities as directed.	28	38	62	0	0	100	63	13	24
36.	Conduct tours of facilities.	17	83	17	0	0	100	0	33	67
39.	Assist patient with personal hygiene and grooming.	79	91	9	70	17	13	91	9	0
41.	Assist patient in walking.	28	100	0	25	25	50	25	50	25

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
46.	Assist in resolving patient complaints.	40	43	57	50	14	36	21	29	50
47.	Obtain signature on various patient/family consent forms.	21	83	17	50	17	33	33	0	67
48.	Teach patient/family, preventative general health care.	57	70	30	85	5	10	84	5	11
51.	Obtain information from patient/family.	79	61	39	83	13	4	35	22	43
52.	Orient patient/family to health care facility.	31	64	36	55	18	28	0	36	64
53.	Receive patient, explain tests and procedures to them and ally their fears.	79	57	43	91	0	9	65	13	22
54.	Attend to patient's comfort before, during, and after examination/tests/treatment.	43	53	47	93	0	7	40	40	20
55.	Aid patient in completing insurance forms.	28	63	37	50	25	25	0	37	63
56.	Explain post-operative instructions to patient.	43	67	33	60	7	33	40	47	13
57.	Explain fees to patient.	59	53	47	59	24	17	14	29	57
58.	Assist patient in planning for health care facility.	26	67	33	100	0	0	67	22	11
60.	Explain therapy procedures in lay terms.	43	47	53	93	0	7	53	40	7
61.	Explain follow-up services to patient.	59	41	59	76	6	18	18	35	47

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
62.	Help patient develop positive attitudes toward their illness/confinement.	20	29	71	100	0	0	43	57	0
63.	Assist in establishing a comfortable relationship between the patient and the health care professional.	79	39	61	83	9	8	30	22	48
64.	Observe negative/positive physical and emotional responses to treatments, medications, nursing care,etc.	31	36	64	100	0	0	27	46	27
65.	Interpret patient's signs, symptoms, behavior, etc.	83	33	67	88	0	12	63	17	20
66.	Identify strengths/weakness of care plan.	26	22	78	100	0	0	67	33	0
67.	Observe patient's general physical condition, appearance, and behavior.	90	31	69	92	0	8	54	19	27
69.	Record and chart vital signs, height, weight, and/or other conditions as directed by health care professional.	55	50	50	88	0	12	47	40	13
71.	Follow established admitting procedures.	*								
72.	Maintain a use record on special equipment.	*								
73.	Conduct routine financial matters of employer (collect fees, make deposits, send statements, etc).	21	67	33	67	0	33	0	50	50

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
74.	Maintain appointment control.	40	71	29	71	7	22	29	21	50
75.	Complete insurance forms.	24	57	43	14	28	68	14	43	43
77.	Schedule patient treatment sessions.	62	67	33	39	28	33	11	39	50
78.	Maintain record of all requests for patient information.	17	50	50	50	17	33	0	33	67
79.	Obtain charts of patients for whom information is requested.	45	92	8	38	31	31	0	46	54
80.	Prepare patient record folder (chart).	60	90	10	86	10	4	33	24	43
82.	Sort/file/organize documents, certificates, patient records, etc.	43	73	27	47	20	33	13	0	87
83.	Care for preliminary or final dental impressions.	45	100	0	46	23	31	62	31	7
85.	Maintain and prepare productivity reports.	*								
89.	Process mail and correspondence (both incoming and outgoing).	24	86	14	29	14	57	14	43	43
92.	Prepare requisitions.	*								
93.	Handle telephone calls.	76	73	27	32	27	41	18	32	50
95.	Prepare correspondence/report/summary (not forms).	*								

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
97.	Mount, label, and file radiographs.	79	91	9	61	26	13	43	35	22
98.	Maintain a patient recall system.	66	87	13	91	4	5	27	30	43
99.	Record patient's medical/dental history.	97	71	29	85	4	11	36	25	39
102.	Check/maintain charting of treatments and medications, procedures, orders, observations.	46	81	19	86	7	7	53	20	27
103.	Maintain personal information card index on each patient.	28	88	12	89	0	11	22	11	67
105.	Receive and organize handling of medication samples.	*								
107.	Operate office business machines.	24	86	14	29	29	42	14	57	29
108.	Initiate and maintain a medical record file for patients.	*								
111.	Maintain catalogs of supplies and equipment.	17	80	20	20	20	60	20	0	80
112.	Prepare statistical reports in regard to patient visits and procedures.	*								
113.	Maintain a fee schedule for services.	28	88	12	38	0	62	13	37	50
115.	Follow established procedure in filing incident reports.	*								
116.	Process loans of X-ray films.	*								

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
118.	Receive and record physician's verbal orders.	26	67	33	75	0	25	20	10	70
123.	Open sterile packages and packs.	52	93	7	67	7	26	27	33	40
148.	Accumulate and process data for doctor's interpretation.	20	29	71	100	0	0	86	14	0
149.	Apply air to keep cavity preparation dry.	38	100	0	23	8	69	36	28	36
151.	Evaluate adequacy of work space.	24	29	71	14	0	86	14	14	72
154.	Select proper accessories for radiographic techniques.	26	78	22	89	0	11	78	22	0
155.	Improvise or modify equipment for special requirements.	24	100	0	14	0	86	57	14	29
160.	Perform preliminary interpretations of observations for doctor.	31	45	55	91	9	0	100	0	0
163.	Know and apply basic first aid techniques including artificial respiration and cardiac resuscitation.	69	85	15	10	0	90	85	15	0
166.	Set up/assist with surgical procedures.	*								
180.	Take and process X-rays.	89	87	13	100	0	0	87	13	0
181.	Practice patient and operatory safety measures and radiation.	76	82	18	82	0	18	59	36	5

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
183.	Deliver and receive instruments at chairside.	62	94	6	47	6	47	39	33	28
184.	Adjust voltage, amperage, and timer of X-ray machine.	71	88	12	64	8	72	84	12	4
185.	Assist with amalgam restoration.	55	94	6	13	6	81	38	31	31
186.	Prepare dental materials for placement.	60	86	14	29	10	61	38	43	19
187.	Prepare setup for prophylaxis (cleaning).	97	96	4	89	4	7	50	36	14
188.	Triturate amalgam-alloy.	54	79	21	16	0	84	26	37	37
189.	Prepare silicate for restoration.	31	89	11	22	0	78	67	22	11
190.	Prepare zinc phosphate cement for protective base.	49	82	18	6	6	88	18	53	29
191.	Prepare setup for fluoride treatment.	97	96	4	71	11	18	36	39	25
192.	Prepare alginate for impression by dentist.	69	88	12	24	24	52	31	41	28
193.	Fill alginate tray.	69	95	5	30	20	50	45	35	20
194.	Prepare setup for endodontics (root canal therapy).	*								
195.	Prepare setup for prosthetics.	28	88	12	38	0	62	63	12	25
196.	Load carrier and place amalgam in cavity preparation.	31	73	27	9	9	82	36	36	28

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
197.	Prepare compound for impression by dentist.	55	94	6	13	7	80	31	38	31
198.	Prepare setup for periodontal treatments.	34	83	17	50	8	42	50	33	17
199.	Prepare tray setup for orthodontic treatments.	17	80	20	40	0	60	80	0	20
200.	Prepare non-carpule hypodermic syringe for injection of medications.	20	57	43	14	14	72	29	42	29
201.	Place matrix for amalgam restoration.	17	100	0	0	0	100	66	17	17
202.	Heat or prepare gutta percha for temporary stopping.	*								
203.	Condense amalgam restoration.	28	88	12	0	0	100	50	50	0
204.	Receive and preserve biopsy specimens.	*								
205.	Pour final impressions to produce master cast.	45	92	8	23	8	69	54	31	15
206.	Pour, trim, and articulate cast.	51	89	11	16	11	73	53	32	15
207.	Fabricate impression trays from preliminary impressions.	41	83	17	17	8	75	50	33	17
208.	Pour casts of orthodontic deformities.	17	67	33	33	17	50	33	50	17
215.	Replace tube teeth or facings.	17	100	0	0	0	100	40	60	0
217.	Recognize and identify various types of dental instruments and equipment.	90	46	54	85	0	15	42	46	12

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
218.	Evaluate dental radiographs for diagnostic quality.	77	63	37	83	13	4	100	0	0
220.	Interpret the dental prescription.	26	44	56	67	11	22	100	0	0
221.	Prepare statistical reports.	*								
222.	Take/transcribe minutes of meetings.	23	88	12	13	0	87	12	38	50
225.	Check records (charts) for deficiencies.	48	50	50	50	14	36	36	21	43
236.	Maintain daily production record.	17	67	33	86	0	14	0	20	80
237.	Recommend policies for departmental functions.	17	60	40	20	40	40	80	0	20
245.	Grind and polish crown.	*								
247.	Reduce sharp edges of fractured tooth.	34	100	0	20	20	60	45	36	19
248.	Repair complete/partial denture, e.g., replace one or more teeth.	*								
249.	Bend wire for clasp.	*								
250.	Examine brushing effectiveness; indicate deficient areas to patient.	94	70	30	94	3	3	71	15	14
257.	Exchange bur/mandrel/mounted/stone diamond in dental handpiece.	62	89	11	18	14	68	41	24	35

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
258.	Add teeth to complete/partial denture.	*								
267.	Clean/polish removable appliance.	97	100	0	57	23	20	39	46	15
279.	Operate audiovisual equipment, e.g., projector, recorder, etc.	45	100	0	0	23	77	23	46	31
285.	Perform selective grinding of denture.	*								
297.	Inspect dental case/model for acceptance.	17	40	60	20	0	80	40	40	20
304.	Carve and restore anatomical landmarks on dental restoration.	23	50	50	50	0	50	88	12	0
308.	Finish and polish metallic framework.	*								
315.	Finish and polish gold alloy inlays, crowns, or fixed partial dentures.	*								
329.	Polish or glaze porcelain facing, teeth, or pontics.	*								
339.	Fabricate mouth guards.	*								
341.	Pour orthodontic casts.	*								
350.	Prepare setup for periodontal treatments.	34	67	33	42	25	33	50	33	17
351.	Prepare dental materials for placement.	45	100	0	8	15	77	54	46	0
352.	Prepare acrylic for restoration.	20	86	14	0	14	86	14	14	72

	Competency	Practice Rate	Type S	Type U	Use Frequency D	Use Frequency W	Use Frequency M	Training Needed I	Training Needed D	Training Needed E
353.	Load carrier and place amalgam in cavity preparation.	41	100	0	9	0	91	42	42	16
354.	Prepare zinc phosphate cement for protective base.	23	75	25	11	11	78	25	25	50
355.	Place matrix for amalgam restoration.	21	100	0	20	0	80	66	17	17
356.	Remove plaque and stain, and polish teeth.	97	91	9	100	0	0	85	12	3
357.	Clean interproximal surfaces of teeth with dental floss or tape.	97	100	0	77	3	20	41	52	7
358.	Use ultrasonic devices to remove calculus.	94	88	12	73	18	9	88	9	3
359.	Apply disclosing solutions to the teeth to identify bacterial plaque.	97	96	4	14	14	72	32	54	14
360.	Remove subgingival/supragingival calculus.	100	89	11	94	3	3	97	0	3
361.	Polish finished restorations.	79	100	0	40	28	32	22	67	11
362.	Apply fluoride to teeth.	91	94	6	91	6	3	56	38	6
363.	Perform periodontal charting.	72	100	0	42	15	43	81	19	0
364.	Perform root planning procedures.	86	90	10	57	17	26	97	3	0
365.	Desensitize hypersensitive teeth.	79	100	0	17	30	53	61	31	8
366.	Apply topical medications.	77	89	11	44	22	34	62	27	11

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
367.	Perform soft tissue curettage.	69	100	0	35	35	30	100	0	0
368.	Remove overhanging margins of fillings.	80	89	11	25	21	54	82	14	4
369.	Smooth enamel fractures.	34	100	0	0	40	60	60	20	20
370.	Remove/insert temporary fillings.	54	95	0	26	26	48	42	42	16
371.	Remove/prepare surgical periodontal packs.	34	100	0	0	20	80	60	40	0
373.	Polish removable partial denture base.	34	100	0	30	20	50	60	40	0
375.	Locate and assess the amount of stains and deposits.	100	70	30	87	3	10	97	0	3
376.	Recognize conditions indicated in history that require alteration procedure.	74	38	62	81	8	11	92	4	4
377.	Identify abnormalities in soft tissues of the mouth.	97	64	36	83	0	17	100	0	0
378.	Identify extra-oral habits affecting occlusion.	89	39	61	52	29	19	84	13	3
379.	Identify deviate swallowing patterns.	76	64	36	39	17	44	95	0	5
404.	Exercise precautions in administering and handling potentially dangerous agents.	*								

	Competency	Practice Rate	Type S	Type U	Use Frequency D	Use Frequency W	Use Frequency M	Training Needed I	Training Needed D	Training Needed E
444.	Handle and store sterilized material to prevent contamination.	*								
449.	Prepare a tray for routine/special procedures.	*								
569.	Select activities for treatment plan based on client preferences.	*								
571.	Use client behavioral modification techniques to achieve desired behaviors.	34	40	60	90	0	10	67	0	33
583.	Provide problem solving situations in use of prosthetic device.	*								
585.	Recommend other therapies to client as needs arise.	*								
586.	Review patient's clinical history.	29	20	80	80	20	0	50	30	20
587.	Load and unload film units.	17	100	0	100	0	0	40	40	20
591.	Take X-rays (dental/abdominal/spinal/chest/etc.).	79	100	0	87	4	9	92	4	4
610.	Perform artificial respiration.	*								
622.	Recognize expected reactions to treatment.	*								
623.	Recognize complications of adverse reactions to treatments.	31	11	89	60	0	40	100	0	0

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
624.	Minimize hazards throughout the health care facility.	*								
625.	Arrange equipment for convenient and safe use.	34	50	50	50	20	30	20	40	40
634.	Knows routine for fire in patient area and demonstrates knowledge of procedures for securing the building and reassuring and aiding patients.	*								
635.	Has an understanding of fire prevention and control.	31	22	78	44	0	56	33	33	33
637.	Introduce patient to activities appropriate to his capabilities.	31	44	56	67	11	22	67	0	33
639.	Guide patient in use of prosthetic devices.	17	60	40	60	0	40	80	20	0
641.	Instruct patient about available self-help devices.	38	64	36	55	27	18	82	9	9
645.	Immediately report deviations of patient's vital signs from the normal.	*								
649.	Give instructions to patient regarding medication.	21	83	17	0	50	50	67	33	0
651.	Direct patient to project completion by praise and encouragement.	55	50	50	75	6	19	50	13	37
652.	Teach patient to perform activity by instructing and demonstrating.	51	78	22	94	6	0	59	18	23

	Competency	Practice Rate	Type S	Type U	Use Frequency D	Use Frequency W	Use Frequency M	Training Needed I	Training Needed D	Training Needed E
653.	Adapt teaching techniques to capabilities of patient.	66	42	58	84	0	16	44	6	50
654.	Remove impressions from patient's mouth.	66	96	4	4	48	48	9	70	21
655.	Take impressions for study models.	62	100	0	28	22	50	56	33	11
656.	Cut and remove sutures postoperatively.	31	100	0	0	0	100	64	36	0
659.	Place/remove temporary cement.	59	100	0	12	24	64	50	38	12
660.	Place/remove periodontal surgical pack.	29	80	20	0	10	90	80	20	0
662.	Remove medication (dry socket).	*								
663.	Select appropriate home care technique for each patient.	86	52	48	84	4	12	68	16	16
664.	Evaluate dietary habits and instruct patient on proper nutrition.	77	41	59	30	22	48	96	4	0
666.	Give physiotherapy instruction for tempor amandibular joint difficulty.	*								
667.	Suction patient's nose/throat passage.	*								
669.	Perform superficial/specialized examination of patients.	24	71	29	100	0	0	100	0	0

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
670.	Abstract simple data from patient's chart.	17	33	67	83	0	17	50	33	17
671.	Position, gown, drape patient.	34	100	0	90	0	10	40	30	30
677.	Assist with oral surgery procedures.	41	100	0	8	0	92	55	18	27
678.	Aspirate during oral surgery.	29	70	30	0	0	100	0	50	50
679.	Assist with the administration of local anesthetics.	62	100	0	11	17	72	39	44	17
680.	Evacuate oral cavity during restorative procedure.	34	83	17	8	8	84	0	50	50
681.	Apply water to tooth during cavity preparation.	41	100	0	17	0	83	50	42	8
682.	Insert or remove cotton rolls.	66	100	0	57	26	17	13	33	54
683.	Assist with rubber dam application and removal.	28	100	0	0	25	75	62	25	13
684.	Stabilize patient's mandible during operations.	29	90	10	60	20	20	20	50	30
685.	Dispense medications when ordered by health professional.	21	83	17	0	17	83	50	33	17
686.	Hold impression in mouth after dentist places impression tray.	40	86	14	14	21	65	7	36	57
688.	Deliver/remove equipment/supplies from contaminated room.	17	100	0	33	33	33	0	0	100

	Competency	Practice Rate	Type		Use Frequency			Training Needed		
			S	U	D	W	M	I	D	E
689.	Dispose of contaminated materials and equipment.	45	100	0	92	0	8	38	31	31
691.	Clean patient unit furniture.	79	100	0	74	13	13	30	26	44
692.	Clean and maintain service area and equipment, within area of responsibility.	77	93	7	93	7	0	12	23	65
693.	Order/inventory and store equipment and supplies.	41	83	17	18	24	58	17	50	33
695.	Verify performance of instruments/devices against manufacturer's specifications.	24	71	29	14	14	72	29	42	29
696.	Determine if equipment needs repair.	40	29	71	57	14	29	7	7	86
697.	Schedule/perform maintenance on equipment.	34	100	0	20	40	40	10	60	30
702.	Clean, sharpen and maintain instruments/equipment as required.	91	97	3	76	18	6	50	31	19
704.	Maintain unexposed radiographic film storage.	63	86	14	86	5	9	5	32	63
705.	Establish and maintain chain of antisepsis.	69	85	15	95	0	5	60	35	5
706.	Prepare instruments for sterilization (chemical, autoclaving, dry heat).	91	91	9	97	3	0	18	42	40
707.	Sterilize instruments (chemical, autoclaving, dry heat).	79	96	4	71	4	25	46	36	18

	Competency	Practice Rate	Type S	Type U	Use Frequency D	Use Frequency W	Use Frequency M	Training Needed I	Training Needed D	Training Needed E
708.	Inspect all areas and rooms for proper housekeeping, temperature, and adequate supplies.	31	100	0	100	0	0	10	10	80
709.	Clean and polish removable appliances.	86	100	0	48	36	16	50	42	8
713.	Check invoices against purchase orders.	28	100	0	13	13	74	13	50	37
714.	Organize storage areas for equipment, supplies, drugs.	17	100	0	33	0	67	0	16	84
715.	Evaluate the effectiveness of sanitizing chemicals and sprays used.	*								
716.	Schedule regular checks for radiation leakage.	*								
717.	Check radiation monitoring badges.	21	83	17	0	0	100	33	17	50
718.	Evaluate and select odor controlling aerosols.	*								
719.	Follow procedures for control and security of medical supplies, drugs, equipment.	*								